

Budget Billing Payment Program

NAME _____

SERVICE ADDRESS _____

TOWN OF CULPEPER ACCOUNT # _____

DAYTIME PHONE NUMBER _____

E-MAIL ADDRESS _____

Authorization Agreement:

By signing below:

- I (we) request to be placed on the
BUDGET BILLING PAYMENT PROGRAM
- I (we) agree to the terms listed on the
reverse side of this sheet.

X _____

SIGNATURE

DATE _____



Town of Culpeper
Treasurer's Department
400 S. Main Street, Suite 109
Culpeper, VA 22701
Budget Billing Payment Program

Budget Billing Payment Program

*Sign up for
Budget Billing
and "level out"
your utility bill
payments all
year long*



Town of Culpeper
400 S. Main St., Suite 109
Culpeper, VA 22701
(540)829-8220
www.culpeperva.gov

Help budget for your monthly utility bill throughout the year...Enroll in BUDGET BILLING!

The *BUDGET BILLING PAYMENT PROGRAM* is designed to help customers plan for their monthly bills in an affordable manner.

The *BUDGET BILLING PAYMENT PROGRAM* can help level out your payments throughout the year, spreading the impact of peak utility usage in summer and winter.

The *BUDGET BILLING PAYMENT PROGRAM* is a free service that is offered by the Town of Culpeper.

If interested, you may contact our office to obtain your approximate budget amount prior to enrolling in this service.

“HOW IT WORKS”

*When you sign up for Budget Billing, we compute your budget amount based on the past 12 full months of actual bills. This amount will be your monthly budget bill amount for the next 11 months.

“HOW IT WORKS” cont.

*The 12th month of the program is considered a “true-up” month where any deferred balance or credit based on your actual use during the past 12 months will be due or credited on the 12th budget bill.

*Your *BUDGET BILLING PAYMENT PROGRAM* will renew automatically each year.

*If you wish to cancel, you may do so in writing one month prior to effective date. At which time the account balance becomes due for payment.

*If the account is closed during the budget year, the balance of the account is due within 15 days of the final bill.

“ELIGIBILITY REQUIREMENTS”

***Have a 12 month billing history at your CURRENT location.**

***Your account must be in good standing and current in your utility payments (\$0 Balance on account).**

TERMS AND CONDITIONS:

- Agree to pay the full budget amount each month by the due date.
- Agree that any payment that is less than the budget amount may cause your utility service to be disconnected and/or termination from budget billing program.
- Agree that failure to pay within 10 days of your due date will result in immediate termination of budget plan and/or disconnection of services.
- Agree that budget billing accounts are ineligible for time extensions or any other type of payment agreement.
- Agree that the 12th month of the billing cycle is the “true-up” month. If the account has a credit balance, that balance will be applied to the next bill. If the account has a debit balance, that balance will be due in the 12th month of the billing cycle. The Town may re-calculate your budget amount at any time if your usage exceeds your previous history.
- Agree that your budget billing enrollment will begin with your next monthly bill after enrollment.
- Agree that if you wish to cancel, the written request must be received 1 month in advance of cancellation date.
- Agree that if your payment is returned for insufficient funds, you will be immediately withdrawn from the budget billing payment program and/or disconnected.